

## Initial Scan Checklist

1. Start Here Module or Getting Started Module, Orientation, Begin Here, etc. – Contains Syllabus and Course Schedule. (Could be a document or a video).
2. Course needs to be broken down into Weeks, Modules, or Units.
3. Modality (Hybrid/Online Sync/Online Asynchronous – This should be mentioned at least in the syllabus or in the course name).
4. Quick view for Content (Discussions, Quizzes, Assignments).
5. Accessibility Check.